

*****AMENDMENT #2*****

Changes have been made to the RFP as originally issued: Please note the following changes:

SCHEDULE OF EVENTS

The following RFP Schedule of Events represents the Department's best estimate of the schedule that will be followed. Unless otherwise specified, the time of day for the following events shall be between 9:00 a.m. and 12:00 p.m., Central Time. The Department reserves the right, at its sole discretion, to adjust this schedule, as it deems necessary. Notification of any adjustment to the Schedule of Events shall be posted on the Department's website at www.dhr.alabama.gov as detailed in Section 1.5.3 of this RFP. Vendors should refer to the website periodically for changes to the RFP.

EVENT	DATE
RFP Issue Date	April 11, 2019
Deadline for Receipt of Written Questions.....	April 25, 2019
Deadline for Posting of Written Responses to Questions	May 02, 2019
Proposal Due Date.....	June 06, 2019
Proposal Due Date.....	June 21, 2019
Evaluation of Proposals and Selection of Vendors	June 25-28, 2019
Intended Date for Notice of Intent to Award a Contract	July 12, 2019

Changes were made to the RFP as written for Background Checks, please note the changes below:

4.2.5.1.6 Background Checks

~~Describe in detail the steps the vendor will take to ensure that no employee, regardless of their position, has been the subject of any incident or investigation which would call into question the propriety of that employee's working with the population indicated in this document and for this project. Describe your organization's general procedure for addressing occurrences when an incident or allegation is reported, founded or unfounded.~~

Should be:

4.2.5.1.6 Background Checks

Describe in detail the steps the vendor will take to ensure that no employee, regardless of their position, has been the subject of any incident or investigation which would call into question the propriety of that employee's working with the population indicated in this document and for this project. Provide documentation that each employee has had an Alabama Bureau of Investigation (ABI) and a Federal Bureau of Investigation (FBI) criminal background check. Describe your organization's general procedure for addressing occurrences when an incident or allegation is reported, founded or unfounded.

Changes were made to the RFP as written for Section 3.3 Core Services:

3.3 CORE SERVICES FOR INTENSIVE RESIDENTIAL PROGRAMS

~~C. Provide forty (40) hours of pre-service training, including TIPS (Trauma Informed Partnership Permanency Safety) and Reasonable, Prudent Parenting Standards (RPPS~~

Should read:

D. Provide Reasonable, Prudent Parenting Standards (RPPS) Training for new employees and as a refresher to staff annually.

The note in Section 3.0 Intensive Residential Programs has been omitted from the RFP. Read below:

3.0 INTENSIVE RESIDENTIAL PROGRAMS

~~**Note: All placements in facilities categorized as “Intensive” will require prior approval of State DHR, Family Services and must have a completed certificate of need.**~~

Changes were made to the RFP as written for Section 4.25.3.1. Service Delivery Approach:

4.2.5.3.1 Service Delivery Approach

Vendors must provide a detailed description of the work plan and an outline of the entire curriculum. Vendor should include the methods to be used that will convincingly demonstrate to the Department what the vendor intends to do, the timeframes necessary to accomplish the work, and how the work will be accomplished.

~~Vendors must identify the counties/regions to be served by the proposed project. All services as specified in Section 3: Scope of Project must be addressed in the Service Delivery Approach.~~

Should read:

4.2.5.3.1 Service Delivery Approach

Vendors must provide a detailed description of the work plan and an outline of the entire curriculum. Vendor should include the methods to be used that will convincingly demonstrate to the Department what the vendor intends to do, the timeframes necessary to accomplish the work, and how the work will be accomplished. *All services as specified in Section 3: Scope of Project must be addressed in the Service Delivery Approach.*

Changes were made to the RFP as written for Section 4.2.5.3.3. Pre-Assessment and Intake:

4.2.5.3.3 Pre-Assessment and Intake

Vendor must provide a flow chart demonstrating the youth’s entry as well as the youth’s successful discharge from the program. Vendor must also provide the Department with a list of infractions and penalties that a youth may encounter through the progression of the program.

Should Read:

4.2.5.3.3 *Pre-Assessment and Intake*

Vendor should provide a flow chart demonstrating the youth's entry as well as the youth's successful discharge from the program. Vendor should also provide the Department with a list of infractions and penalties that a youth may encounter through the progression of the program. **Vendor should provide a detailed timeline of daily activities for a week from the time the youth awakens to bedtime.**

Changes were made to the RFP as written for Section 4.2.5.3.4:

4.2.5.3.4 ~~*Referral, Admission and Exclusion Policy*~~

Vendors must describe the population of children that will be accepted into the proposed program; include, age, sex and type(s) of behavior. At a minimum, the children accepted into the proposed program must resemble the children described in section 3.0 of this document. Vendors must include a copy of their policies and procedures for admission and intake including criteria for referrals and acceptance into the program. ~~Vendors must also describe specific criteria for exclusion from the program.~~

~~Note: Vendors must submit a brief explanation for denying any child entry into their program to the Resource Management Division-Office of Contracts on a monthly basis. The denial explanation must include: the date of request, name of county and worker making the request, information on the child(ren), and the date of denial and reason. Selected vendors who deny entry to children who meet the criteria and descriptions as specified in this document may have their slots reallocated and their contracts terminated. Additional information will be provided post award.~~

Should read:

4.2.5.3.4 *Referral / Admission Policy*

Vendors must describe the population of children that will be accepted/referred into the proposed program; include, age, sex and type(s) of behavior. At a minimum, the children accepted/ or referred into the proposed program must resemble the children described in section 3.0 of this document. Vendors must include a copy of their policies and procedures for admission and intake including criteria for referrals and acceptance into the program.

The following sections have been added to the RFP: Sections 4.2.3.5.10 and 4.2.3.5.11. Please review the changes below:

4.2.3.5.10 *Reject /Closure Policy*

Vendor must describe in their proposal the criteria for rejections and closures within their program.

Vendors must submit a brief explanation for denying any child entry into their program to the Resource Management Division-Office of Contracts on a monthly basis. The denial explanation must include: the date of request, name of county and worker making the request, information on the child(ren), and the date of denial and reason. Selected vendors who deny entry to children who meet the criteria and descriptions as specified in this document may have their slots reallocated and their contracts terminated. Additional information will be provided post award.

4.2.3.5.11 Outcomes

Vendors must describe outcomes related to safety, permanency and well-being. Vendors will be measured based on the percentage of the children stabilized and stepping down to a less restrictive placement and on the percentage of the children served annually that maintain or increase their level of functioning as measured by the Global Assessment of Functioning Scale (GAF) or the Modified Global Assessment of Functioning Scale (MGAF).

The following sections have been added to the RFP: Sections 3.5 & 3.6 after Responsibilities of the Department. Please review the changes below:

3.5 REJECT/CLOSURE POLICY

Each proposal must define how the program will meet the following criteria for rejections and **closures within** the program. (Just a statement that they will not occur will not suffice for explanation of how these requirements will be met.)

- **Rejections:** A Vendor will be able to reject no more than 10% of the referrals **appropriate for Intensive Programs (as determined by DHR)** in any **program** year, except when it can be documented that there are no available slots.
- **Closures:** A Vendor will be allowed to **request case closure if it can be demonstrated that the child is not benefitting from the program's treatment milieu.** Any immediate closures by the program must either be an ISP team decision or approved by SDHR. **An unusually high closure rate (more than 5%) for other than successful closure, will result in discussion about the continued viability of the contract agreement.**

3.6 OUTCOMES

It is expected that all outcomes will be directly related to safety, permanency and well-being. General outcomes that will be measured by all Vendors are:

- The percentage of the children stabilized and stepping down to a less restrictive placement within nine (9) months of program entry.
- The percentage of the children served annually that maintain or increase their level of functioning as measured by the Global Assessment of Functioning Scale (GAF) or the Modified Global Assessment of Functioning Scale (MGAF) (75% or better, is the expectation).

Other possible outcomes that could enhance the Vendor's response to this section would include outcomes addressing:

Safety and risk reduction

Permanency/stability of living situation

Supportive and healthy peer relationships

Education and life-skill status

Outcome measures of child well-being

Proposals must indicate what remedial measures a program will take if these outcomes are not attained, as well as how the program will ensure that successes in placements will improve above this threshold, once the program has become operational. Vendors accomplishing a higher rate of stabilization may receive additional slots, if needed; and Vendors not meeting this threshold may receive a reduction in the contracted slots that they may provide.